

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN

REGULAR MEETING of the COMMUNITY DEVELOPMENT AUTHORITY

(OFFICIAL MINUTES)

Wednesday, January 03, 2007 @ 5:00 PM

Chairman Turner called the regular meeting of the CDA Board to order at 5:00 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Commissioners present: Roll call vote: Chairman Turner, Fisk, Peterson, Chanson, Wilson, and Bliss (arrived @ 5:35 pm).

Commissioners absent: Hibbard

Also present: Trustee Ron Pollitt, Village Administrator Kelly Hayden, Ed Snyder (Abbey Resort & Spa), Joe Eberle (Ruekert Mielke Engineering), Brad Drefcinski, Robert Ireland (Lake Geneva Regional News), Mr. Donald Roberts, and Mr. Lou Loenneke (arrived @ 5:17 pm).

Visitors Heard

Don Roberts voiced concern with the timeliness of the CDA meeting minutes. Chairman Turner requested that Executive Director McHugh work to abbreviate the record in order for the minutes to be issued in a timelier manner. Executive Director McHugh indicated that the minutes, including the current meeting, would be available within ten business days.

Announcements

Executive Director McHugh reviewed the announcements listed on the agenda.

Approve Minutes

No minutes presented for approval.

Approval of Current Payables

Executive Director McHugh noted that the invoices from PDI (Planning & Design Institute) included the charges for the Duck Pond planning work recently completed by Terry Guen Design Associates.

Commissioner Peterson/Commissioner Wilson 2nd made a MOTION to approve the current payables, and the MOTION carried without a negative vote.

Finance Reports

Full Accounting Statement & Value Increment Calculations

Chairman Turner asked that the estimated costs to complete projects included in the sheet be reviewed and confirmed prior to the next meeting. Commissioner Chanson asked that completed projects be identified on the sheet with an asterisk and a zero balance. Chairman Turner directed Executive Director McHugh to start the preliminary planning for two projects not listed on the Full Accounting Statement: 1) Construction of sidewalk on Shabbona Drive & 2) Completion of Kinzie Street from STH 67 to the intersection of High Street.

TID #1 Infrastructure Projects

Construction Project Updates

DPW Workman informed the group that the Main Lift Pump Station was scheduled to go on-line in January. He further noted that STH 67 was basically complete. Following a discussion on lighting, Chairman Turner asked that additional lights on Mill Street be considered at such time as the lighting

on Fontana Boulevard is replaced.

Beach Improvement Project – Gilbank Change Order No. 2

Executive Director McHugh presented Change Order No. 2 for the Beach House project. He reviewed for the group the issue with the removal of the bridge abutment underneath the former structure, as well as the history of the Village's discussions with Gilbank on the issue. Joseph Eberle (Ruekert Mielke) explained that the Village was under no obligation to pay Gilbank for the additional work. Commissioner Wilson asked Mr. Eberle if representatives of Gilbank should have been able to know that the former Beach House was built atop a existing bridge abutment. Mr. Eberle replied "No".

Commission Bliss entered the meeting @ 5:35 pm.

Executive Director McHugh explained that Gilbank had called DPW Workman to the site when they first became aware of the issue. He further explained that the real problem was Gilbank's lack of follow through with the paperwork, not the actual work on site. Commissioner Peterson offered that Gilbank continued work in good faith after discovering the foundation. Chairman Turner stated that the 50/50 split was a fair solution.

Commissioner Peterson / Commissioner Wilson 2nd made a MOTION to approve Change Order #2, for a total net change to the contract of \$15,593, and the MOTION carried 3-2 with Commissioners Fisk and Chanson voting against, and Commissioner Bliss abstaining.

Beach Improvement Project – Gilbank Change Pay Request No. 6 (\$43,246)

Executive Director McHugh explained that Change Order No. 2 and Pay Request No. 6 would both require approval from the Village Board, due to the agreement worked out between the CDA and the Village for the funding of the Beach House construction project. Commissioner Peterson suggested amending the previous motion to reflect the need for approval by the Village Board, and to include the related Pay Request.

Commissioner Peterson / Commissioner Wilson 2nd made a MOTION to recommend that the Village Board approve Change Order No. 2, for a total net change to the Gilbank contract of \$15,593, and Pay Request No. 6, for a total of \$43,246, and the MOTION carried 3-2 with Commissioners Fisk and Chanson voting against, and Commissioner Bliss abstaining.

Mill Street Plaza (FairWyn Development)

Executive Director McHugh informed the group that the final parcel in the Mill Street Plaza Development had been sold to FairWyn Development. He explained that the construction of the Retail Building was already underway. Due to the delay in the closing, the construction schedule for the Porter Court Public Plaza will need to be adjusted. Chairman Turner asked that Executive Director McHugh work with Treasurer Pollitt to prepare a financial analysis of the overall Mill Street Plaza Development.

Cliffs of Fontana (PAR Development)

Administrator Hayden informed the group that PAR development was still working on obtaining the necessary easements for the development. Joseph Eberle (Ruekert Mielke) noted that the reviews of the engineering and grading plans were just sent out by his firm earlier that afternoon.

General Business

Ruekert Mielke Engineering Proposal – Fontana Blvd. Water Main Extension (\$24k to \$29k)

Executive Director McHugh presented the proposal from Ruekert Mielke for engineering work on the Fontana Boulevard Water Main Extension. He reminded the group that the location of the planned water main needs to be known before finalizing any plans for a fence around the Municipal Beach. Executive Director McHugh suggested that approval of the proposal include a requirement that Ruekert Mielke provide a construction estimate, as well as a proposal for construction

engineering services, prior to issuing the project for bid.

Commissioner Chanson / Commissioner Fisk 2nd made a MOTION to approve the proposal by Ruekert Mielke for construction engineering services for the Fontana Boulevard Water Main Relay, at an estimated cost of \$24k to \$29k, with the requirement that Ruekert Mielke provide a construction estimate, as well as a proposal for construction engineering services, prior to issuing the project for bid, and the MOTION carried without a negative vote.

Abbey Ice Rink “Contribution” Agreement

Executive Director McHugh informed the group that the Abbey had confirmed its commitment to maintain the Ice Rink for a minimum three years. Mr. Ed Snyder of the Abbey updated the group on the status of the rink. He explained that the lights were already up and the rink would be finished the next day following the meeting. At this point, they are simply waiting for the weather to turn cold.

Village Board – No Report

Lakefront & Harbor – No Report

Park Commission Report – No Report

Executive Director Report – No Report

Confirm Quorum for Upcoming Meetings

Next Regular Monthly Meeting

Executive Director McHugh confirmed for the group that the next regular meeting of the Community Development Authority would be held on February 7th at 6:00 pm, with a closed session tentatively scheduled for 5:30 pm.

Chairman Turner called for a brief break at 5:52 PM – The CDA remained in session as the Village Board members entered board room to hear the PDI presentation on the STH 67 Landscape project.

PRESENTATION #1 | PDI – STH 67 Landscaping (6:04 pm)

State Highway 67 Landscaping Project – Update on Bidding & Construction Schedule
Carolyn Esswein of PDI presented the landscaping plans for the Highway 67 corridor and for the Porter Court Plaza to the Village Board and the CDA Board prior to the adjournment of the CDA monthly meeting and the beginning of the Village Board meeting. The Highway 67 plantings will begin in the spring. The plan includes the planting of 80 trees and the installation of an irrigation system along Highway 67 and Porter Court. The Porter Court landscaping, which includes a pedestrian bridge over the creek and a water fountain, was planned in conjunction with the FairWyn Ltd. development. The FairWyn Ltd. commercial/professional building is currently scheduled to be constructed by mid-summer, at which time the landscaping work will begin on the Porter Court plan. Turner stated that he directed PDI to add the necessary landscaping work for the creek portion of the Porter Court plan to the bid specifications that will be solicited for the Highway 67 landscaping project. The Board was in consensus that the creek landscaping work should be completed at the same time as the rest of the Highway 67 landscaping work to cause minimum traffic disruption.

Adjournment

Commissioner Bliss/Commissioner Chanson 2nd made a MOTION to adjourn the meeting of the CDA at 6:28 pm, and the MOTION carried without negative vote

Minutes prepared by: Joseph A. McHugh, Executive Director

APPROVED: **07 FEB 2007**